



Department of Energy

Washington, DC 20585

September 18, 2008

Dear Colleague:

The Seventh Meetings of the Ultra-Deepwater Advisory Committee (UDAC) and of the Unconventional Resources Technology Advisory Committee (URTAC) will be held at the **Crowne Plaza Houston North Greenspoint, 425 N. Sam Houston Parkway East, Houston, Texas**. The UDAC meeting will be held October 15, 2008, and the URTAC meeting will be held October 16, 2008.

During these meetings each committee will finalize its recommendations regarding the *2009 Annual Plan* for the Ultra-Deepwater and Unconventional Natural Gas and Other Petroleum Resources Research and Development Program as required by the Energy Policy Act of 2005, Title IX, Subtitle J, Section 999B(e)(2)(B). I have asked each committee to deliver its comments and recommendations on October 23, 2008.

Minutes of each meeting will be published on each committee's website at the following websites: <http://www.fossil.energy.gov/programs/oilgas/advisorycommittees/UltraDeepwater.html> and <http://www.fossil.energy.gov/programs/oilgas/advisorycommittees/UnconventionalResources.html>

Tentative Agenda:

7:30 a.m. – 8:00 a.m.	Registration
8:00 a.m. – 12:00 p.m.	Welcome & Introductions, Opening Remarks by the Designated Federal Officer and by the Chair; Subcommittee presentations and reports.
1:00 p.m. – 4:30 p.m.	Facilitated Discussions by the members regarding Subcommittee reports; approval of final Committee recommendations, and instructions to the Editing Subcommittee.
4:30 p.m. – 5:00 p.m.	Public Comments, if any* <i>* see Federal Register Notice at either website listed above</i>
5:00 p.m.	Adjourn

Sincerely,

Guido DeHoratiis
Designated Federal Officer
Ultra-Deepwater Advisory Committee
Unconventional Resources Technology Advisory Committee

